

Minutes of Planning Commission Meeting October 21, 2013

Roll Call: 7:05 pm

Planning Commissioners present were Jeffrey, Fitzhugh, Dollenmaier, Donahue, and Supplee. Michele Braun was present as Clerk.

Approval of Minutes

Supplee moved to approve the Minutes of Meeting 13-09 September 16, 2013; Jeffrey seconded the motion. **The motion passed 5-0-0.**

Dollenmaier moved to approve the Minutes of Meeting 13-10S October 3, 2013; Jeffrey seconded the motion. Strike "because of the lack of a quorum" and change the second "Montpelier" to "Northfield". **The motion passed 5-0-0.**

[Commissioner Beal arrived]

Site Plan Review

Jon Guiffre has applied for site plan approval to convert the old police station located at 52 East Street to a mixed use structure containing both an apartment and commercial office and shop space for his contracting business. Mr. Guiffre presented his proposal to the Commission.

The Commission discussed at length the definitions of "principal use" and "principal structure" and their applicability to this proposal.

Jeffrey moved to approve the site plan provided by the applicant, subject to submission of complete site plan prior to issuance of zoning permit, which demonstrates compliance with parking requirements (need 6 parking spaces for shop); Dollenmaier seconded the motion. **The motion passed 5-0-1.**

Zoning Amendment

Braun reviewed the amendment process: The next step is to submit the amendment and the report to the Select Board. The Commission expressed that they had heard nothing new at their public hearing. The change is being made for the benefit of the community, not for the benefit of Norwich University.

The Planning Commission directed the Zoning Administrator to send the amendment on to the Select Board without any change.

Municipal plan updates

Special Meeting to work on Plan: 11/5/13

Jeffrey noted that he is trying to remove references to the village, and encourages other Commissioners to do the same.

Donahue volunteered to identify/update data points in Chapters 6-9.

Jeffrey moved to adjourn; Beal seconded the motion.

Adjournment: 8:40 pm

These minutes are subject to changes at the next regular meeting; however, they are substantially correct.